



PURCHASE ORDER

PO Number: 303-1-1101

Requisition Number: 303-1-02517

Order Date: 8/10/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Brown-Heatly Building

4900 N. Lamar Blvd.

Attn: Leslie Bowman

Austin, TX 78751

Show numbers on all papers and packages

Referenced Source or Vendor

13647408940

Legacy Arbor Care, LLC

P.O. Box 998

Cedar Park, TX 78630

Brent Frazier

Phone: 512-971-5564, Fax:

brent@legacyarbor.com

Tree Pruning and Removal of Dead Trees and Provide Clearance at the Brown-Heatly Building.

Price Per Attached Quote #9016 Dated 07/29/2021.

Description TFC Contact:
Leslie Bowman
512-786-6606

Work Inspection:

Services performed under this agreement are not considered complete for purposes of payment until TFC, or its authorized designee, inspects and accepts the work performed by the vendor.

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Tree Prune: Prune trees at south entrance and south circle drive area to raise canopies, provide clearance from building and security lights, and remove large dead limbs. Seal all wounds on oak trees.	1	Job	\$2,800.00	8/5/2021	8/31/2021	\$2,800.00

Chip and haul away all debris.
(56 man hours at \$50 per man hour)

Provide all labor, tools, materials and equipment necessary to prune and remove dead trees at the Brown-Heatly Building as per attached quote #9016 dated 07/29/2021.

NIGP Class: 988

NIGP Item: 88

Object Class: 338

Reimbursement Type: Not Reimbursable

Notes: Oversight - Leslie Bowman, (512)786-6606

Tree Removal:

Remove dead huisache by parking garage, remove small dead tree at north entrance to parking garage.

Remove 1 ligustrum along north side of building, and remove small dead tree in front of second building.

Remove all trees to soil level.

1	Job	\$825.00	8/5/2021	8/31/2021	\$825.00
---	-----	----------	----------	-----------	----------

Chip and haul away all debris.
(16.5 man hours at \$50 per man hour)

NIGP Class: 988

NIGP Item: 88

Object Class: 338

Reimbursement Type: Not Reimbursable

Notes: Oversight - Leslie Bowman, (512)786-6606

Tree Prune:

Prune live oaks on left side of second building entrance to raise canopies and remove large dead limbs.

Prune red oak along north side of building to remove large dead limbs.

Seal all wounds on oak trees.

1	Job	\$1,050.00	8/5/2021	8/31/2021	\$1,050.00
---	-----	------------	----------	-----------	------------

Chip and haul away all debris.
(21 man hours at \$50 per man hour)

NIGP Class: 988

NIGP Item: 88

Object Class: 338

Reimbursement Type: Not Reimbursable

Notes: Oversight - Leslie Bowman, (512)786-6606

Grand Total \$4,675.00

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2021
Division	Facilities Management and Operations
Program	Property Services

Phone	5127866606
Org Code	0430 - Grounds
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	774482

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Jordan, Michelle - CTCD,

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)